

VILLAGE OF BREWSTER
BOARD OF TRUSTEES
3 NOVEMBER 2021
7:30 P.M.
REGULAR MEETING
MINUTES

The Board of Trustees of the Village of Brewster is holding a regular meeting on November 3, 2021 at 7:30 PM at Village Hall, at 50 Main Street, Brewster, NY 10509.

Attendees:

Mayor:

Deputy Mayor and Trustee: Christine Piccini

Trustees; Mary Bryde, George Gaspar, Tom Boissonnault

Village Police Chief:

Village Engineer: Todd Atkinson

Village Counsel: Jennifer Herodes,

Clerk & Treasurer: Michelle Chiudina

Deputy Clerk-Treasurer: Donna Milazzo

Absent:

James Schoenig

John Del Gardo

Gregory Folchetti

Pledge to flag.

Notion of Exits

Deputy Mayor Piccini motions to open the regular meeting, Trustee Bryde 2nd, all in favor 4 to 0.

Regular Meeting

1. Monthly Reports

- 1.1. DPW Report. DPW Superintendent Mr. Domenic Consentino was unable to attend the meeting but asked Clerk Chiudina to discuss the issue with the mattresses and a rug at the Putnam Avenue Pump Station. The Board discusses the options to dispose of the mattresses and rug. Trustee Boissonnault suggests that signs stating "No Dumping" and "Under Video Surveillance" be put up at the site. The Board asks that the mattresses and rug be moved to 208 Main Street so that a carting company can pick up the mattresses and the rug. Deputy Mayor Piccini requests that the Police Department and the Code Enforcement Officer be aware of this situation. Trustee Boissonnault asks that Mr. Consentino bring in the flower pots and trash bins at Wells Park to be put in the storage area. Trustee Bryde asks that the winter flower baskets be brought to Village Hall next week, for review before they are hung up for the season. Clerk Chiudina notes that Mr. Consentino will be away the week of Thanksgiving.
- 1.2. Planning Board Report for October, 2021. Planning Board Chairman Mr. Richard Lowell provided the Board with the Planning Board Report for October, 2021. Deputy Mayor Piccini notes the November 16th Public Hearing for the Brewster Crossing Phase of the Urban Renewal Plan at 34 Prospect St starting at 7:30 PM. Deputy Mayor Piccini motions to approve the Planning Board Report for October, 2021, as written, Trustee Bryde 2nd, all in favor 4 to 0.
- 1.3. Engineer's Report for October, 2021. Village Engineer Mr. Todd Atkinson delivers the Engineer's Report for October, 2021. Mr. Atkinson notes the maintenance needed at the Waste Water Treatment Plant and Collection System, including a new block heater for the Carmel Avenue Pump Station and notes the Route 22 Pump Station Generator is experiencing issues with the oil pump, which means a new generator will be needed soon. Mr. Atkinson will gather quotes to determine the price of a new generator at this time. Trustee Gaspar motions to approve the quote from GenTech for the Carmel Avenue Pump Station block heater for \$615.80, Trustee Boissonnault 2nd, all in favor 4 to 0. Mr. Atkinson notes that the Village received four bids for the Wells Park Bike Path Connector Project but the amounts were over the original proposed budget due to the rise in the cost of materials. Mr. Atkinson will provide the Board with a more detail synopsis of the bids along with a review next month, most likely in executive session. Trustee Bryde motions to accept the Engineer's Report for October, 2021, Trustee Boissonnault 2nd, all in favor 4 to 0.
- 1.4. Zoning Board Report for October, 2021. No Activity.

2. Financial Report. Clerk Chiudina provides the Board with the Revenue-Expense Report. Clerk Chiudina informs the Board of the overages in the Attorney Fees line and Clerk Chiudina will have a budget amendment for this line but most

of the account lines are status quo for this point in the fiscal year. She mentions the status of the vehicles for the police, noting that the two Dodge Durangoes will be arriving next month and there is still no time line for the Dodge Charger. Clerk Chiudina also notes that no one has taken advantage of the moratorium on the termination of water services but two property owners have been contacted and expects both to enter into an agreement. Clerk Chiudina mentions the property owner who spoke at the previous meeting, that had a water issue, is currently in a verbal agreement. Clerk Chiudina explains that if the property owner defaults on his agreement, the charges will go onto the taxes or their water will be shut off. Clerk Chiudina informs the Board that the survey for 25 Marvin Avenue should be completed by the end of the year.

3. Refuse Rate Increase - 2022. Deputy Mayor Piccini notes that the Board does not need to make a decision tonight in regards to the annual and monthly bills for refuse, as these rates will start in January, 2022. Deputy Mayor Piccini reiterates that the Board cannot renegotiate terms until the end of this contract period, which is December, 2024. Clerk Chiudina informs the Board that at the last meeting in October, the Board awarded the Refuse, Recycling and Bulk Pick-Up Contract to Suburban Carting and after reviewing the finances and the budget, Clerk Chiudina proposes that the refuse rate increases to \$450 per unit per year or \$40 per unit per month, for those on the monthly billing schedule. Clerk Chiudina explains that the cost of services that are paid for out of the refuse fund have increased drastically and more than what was anticipated in 2020 for the 2021 contract period. Clerk Chiudina states that this increase will carry the Village until the end of 2024 and hopes that the next increase will not be as drastic. Clerk Chiudina explains that the other amounts paid for out of the refuse fund, do not directly relate to the Suburban Carting contract are for services provided to or by the Village that involve the refuse fund, including but not limited to, purchasing envelopes, mailing out notices, giving tickets to those who do not put out their garbage or bulk pick up correctly, etc. She continues explaining that these amounts cannot be paid for by another fund because not all who pay water or sewer also pay for the residential refuse. Deputy Mayor Piccini reminds the Board that in 2019 the Village decided to switch from a biannual bill to an annual bill and required the residents pay a fee that would equate to $\frac{1}{4}$ of the refuse bill and Deputy Mayor Piccini asks if that would be something the Village could do again. Clerk Chiudina explains that it would not fix the financial hole that the Village is in for the refuse fund, as the rate from 2020 to 2021 only changed by how much the carting company was charging and not the overhead factors that are also paid out of the refuse fund. The Board agrees that this increase is unfortunate but necessary and Clerk Chiudina reiterates that there is a monthly refuse schedule in place. The Board allows Renee Diaz to state her opinion regarding the refuse bill and she requests clarification on the bid process. Deputy Mayor Piccini explains that the bid for the contract went out in August and the Village received three bids and chose the lowest of the three. Deputy Mayor Piccini notes that the Village cannot renegotiate once the bids have been received due to the time constraints on the current carting contract, requiring the Village to confirm the desire to continue their contract with the company or not. Ms. Diaz asks if there is a way to cut the extra expenses that are charged to the refuse fund or perhaps send out less paper with the bills or do an e-bill and states that she is very upset that the bill is increasing. Clerk Chiudina explains that the Village is not currently at a place to bill electronically, mainly due to the residents wanting a paper bill and reiterates that these amounts cannot be paid for by another fund because not all who pay water or sewer also pay for the residential refuse. Ms. Diaz requests clarification on how much an apartment building is charged versus her single-family home and Clerk Chiudina explains that the charge is per dwelling unit, per month. Deputy Mayor Piccini thanks Ms. Diaz for her comment and her points that she raised will be taken into consideration. Mrs. Angelina Pillai also requests to speak on the matter and the Board permits her to do so. Mrs. Pillai asks about the bid process and Deputy Mayor Piccini reiterates the bid process that was explained to Ms. Diaz. Mrs. Pillai requests that the Village contact a carting company in Rockland County that does the pick-up for Fishkill and Counsel Herodes states that the Village is not permitted to seek out carting companies and must go through a bid process, like the Village did for this contract. Counsel Herodes also explains that the Village followed the proper and legal means to find a contractor.
- 3.1. Trustee Bryde requests to discuss the dates for Bulk Pick Up. She states that the Spring pick up will be on March 14th but the Fall pick up will depend on the Fall Festival. Clerk Chiudina informs the Board that she spoke with Mrs. Judy Marano of the Coalition for Cultural Arts and they are planning to have the Fall Festival on September 25th, and Clerk Chiudina recommends that Bulk pick-up be on September 19th. The Board agrees and asks that Clerk Chiudina inform the carting company.
4. Minutes for Approval, October 20, 2021. Trustee Bryde motions to approve the Minutes from the October 20, 2021 Meeting, Trustee Gaspar 2nd, 3 to 0. Trustee Boissonnault abstained.

5. Vouchers Payable. Trustee Bryde reviewed the Vouchers at Village Hall and found everything in order. Deputy Mayor Piccini thanks Trustee Bryde.

5.1. A -	GENERAL FUND	\$66,292.18
5.2. C -	REFUSE & GARBAGE	20,260.51
5.3. EN -	ENGINEERING FEES – ESCROW ACCOUNT	4,716.25
5.4. F -	WATER FUND	121,092.80
5.5. G -	SEWER FUND	74,965.21

Total Vouchers Payable \$287,326.96

Deputy Mayor Piccini motions to approve the Vouchers Payable, as written, Trustee Gaspar 2nd, al in favor 4 to 0.

6. Other Business.

6.1. Trustee Bryde mentions the Animal Victory Entertainment film project that requested a parade permit to close the road and asks if there were any issues with it. Clerk Chiudina notes that she did not receive any complaints regarding the film but notes that Mr. Skeen decided to not pay for police presence but Chief Del Gardo did not receive any complaints. Trustee Gaspar went to the site and spoke to Mr. Skeen, who was very happy with how the community did not have a reaction to their slight interruption. Trustee Gaspar was worried the scene may be over lit but the lighting was very low key and was very impressed. Trustee Bryde asks if there were any issues with closing the streets for Halloween, and Clerk Chiudina did not receive any complaints and suggests she ask Chief Del Gardo at the next meeting. Trustee Boissonnault notes that it went very well and heard that there were 374 trick-or-treaters at a neighbor's house. Trustee Bryde asks about the IMA between the Village and the Town of Southeast regarding the Brewster Heights Water District. Counsel Herodes will contact the Town Attorney, Willis Stephens, to continue to review the IMA and was told that this plan is still very preliminary on the Town's end. Trustee Gaspar notes that this IMA may not even be used as the reservoir that feeds Brewster Heights has not experienced such low water levels that would cause the Town to use an alternate connection. Trustee Bryde notes that the Ragamuffin parade canceled, and that there was a time change for the Table of Grace Community Food Kitchen and she unfortunately missed the event, but sent an email to the organizer, apologizing for not attending.

7. New Business. None.

8. Public Comment.

8.1. Ms. Renee Diaz, thanks the Board for listening to her opinions on the refuse bill.

8.2. Town Councilman John Lord asks when the Public Hearing for the Planning Board will be and Deputy Mayor Piccini confirms that the meeting will be on November 16, 2021 at 7:30 PM at 34 Prospect Street.

8.3. Deputy Mayor Piccini notes that the Boards have another training session is Wednesday November 10, 2021 at 7:00 PM and asks if there is a way to stream the meeting as she will be out of town. Clerk Chiudina will discuss the possibility with the instructors to see what will be happening at the meeting and send her a Zoom link for the training, if possible. Trustee Bryde also notes that no one from the Zoning Board of Appeals attended and Clerk Chiudina will be reaching out to Zoning Board Chairman Todd Gianguzzi to encourage better attendance at this session.

9. Trustee Bryde motions to adjourn, Trustee Boissonnault 2nd, all in favor 4 to 0.

Village of Brewster, NY

October 19, 2021

Planning Board Report, 2021

Rick Lowell, chairman

Greg Folchetti, attorney- Costello & Folchetti

Janet Ward, vice chairman

Todd Atkinson, PE- J.R. Folchetti & Assoc.

David Kulo

Cathy Chiudina, secretary

Katy New

Marti Foster

In Attendance: R. Lowell, J. Ward, D. Kulo

Staff: C. Chiudina

Agenda: Setting public hearing on Urban Renewal Plan "Lofts on Main"/"Brewster Crossing."

Meeting opened at 7:30pm with the Pledge of Allegiance. A moment of silence was observed in honor of the late Colin Powell.

A motion was discussed and offered to hold a public hearing on the Urban Renewal Plan known as "Lofts on Main" or "Brewster Crossing" at the next regular meeting of the planning board on November 16, 2021 at 7:30pm in the auditorium of St. Lawrence church on Prospect Avenue in the village of Brewster.

The motion was passed unanimously.

The meeting adjourned at 7:49pm.

Respectfully submitted,

Rick Lowell, chairman

**VILLAGE OF BREWSTER
MONTHLY PROGRESS REPORT**

1. <u>GENERAL INFORMATION</u>		
Report No: 10 of 2021	Date: 11/3/2021	Contract No:
Facility Name: VOB / PLANNING BOARD REVIEW AND CONSULTATION		

2. <u>ENGINEERS STATUS OF PROJECT</u> (Narrative description of the Upgrade Project tasks (and subtasks) undertaken by the Engineer as set forth in the Engineer's Contract and Scope of Work including:	
a.	Projects reviewed this month (attach additional pages as needed)
	<ul style="list-style-type: none"> • Three projects were reviewed in September.
b.	Status of Planning Board projects (attach additional pages as needed):
	<ul style="list-style-type: none"> • 530 N. Main Street - 3 hrs. • 28 Eastview - 6 hrs. • iPark Loft on Main Street - 12.50 hrs.
c.	Activities scheduled (attach additional pages as needed):
	<ul style="list-style-type: none"> • Continue plan review and meetings for B.O.S. Land Development • Perform site inspection at 538 North Main Street, when needed • 530 North Main Street, Ongoing Inspections • Perform site inspection at 85 Main Street, when needed

**VILLAGE OF BREWSTER
MONTHLY PROGRESS REPORT**

1. <u>GENERAL INFORMATION</u>		
Report No: 10 of 2021	Date: 11/3/2021	Contract No:
Facility Name: VOB / EPA Stormwater Phase II Regulations		

2. <u>ENGINEERS STATUS OF PROJECT</u> (Narrative description of the Upgrade Project tasks (and subtasks) undertaken by the Engineer as set forth in the Engineer's Contract and Scope of Work including :	
a.	Activities completed this month (attach additional pages as needed):
	<ul style="list-style-type: none"> • Maintain monthly stormwater maintenance/good housekeeping reports quantifying the number of pounds of litter and the amount of sand cleaned up throughout the Village.
b.	Status of activities in progress this month (attach additional pages as needed):
c.	Activities scheduled (attach additional pages as needed):
	<ul style="list-style-type: none"> • Respond to comments, if any, on the MS4 Annual Report.



GENTECH LTD
3017 US RT 9W
NEW WINDSOR NY 12553
Phone: 845-568-0500
Fax: 845-568-3073

QUOTE

DATE

10/29/2021

QUOTE

0000081882

CUST #

0004984

QUOTE TO:

VRI ENVIRONMENTAL SERVICES INC.
1847 ROUTE 55
LAGRANGEVILLE NY 12540

SHIP TO:

VILLAGE OF BREWSTER-CARMEL AVENUE
PUMP STATION
2645 CARMEL AVENUE
BREWSTER NY 10509

P.O. NUMBER		TERMS	SALES PERSON	
		CONTRACT		
QUAN	DESCRIPTION		PRICE EACH	AMOUNT
1.00	TPS151GT8-0	AS PER OUR WORK ORDER: WE ARE PLEASED TO QUOTE THE FOLLOWING:		
2.00	OJ5166A	1500 WATT 120V 80-100F HEATER	235.00	235.00
3.00		50/50 PRE MIX COOLANT	17.90	35.80
1.00	SHIP	LABOR TECH	110.00	330.00
		SHIPPING AND HANDLING- EXPEDITING OPTIONS MAY BE AVAILABLE BY REQUEST. CUSTOMER TO INQUIRE.PRICE IS ONLY ESTIMATE ACTUAL PRICE TO BE DETERMINED AT TIME OF BILLING.	15.00	15.00
1.00	DIAG	AFTER REPAIR IS COMPLETED TECH WILL TEST UNIT AND RUN DIAGNOSIS ON UNIT IF ADDITIONAL REPAIRS ARE NEEDED A SECOND QUOTE WILL BE SENT THANK YOU FOR YOUR TIME AND CONSIDERATION. IF YOU WOULD LIKE TO ACCEPT, PLEASE SIGN AND FAX THIS FORM BACK TO US AT (845) 568-3073 OR EMAIL TO PARTS@GENTECHLTD.COM		
		TOTAL		\$615.80

APPROVAL SIGNATURE _____